



Department of Child Services
Request for Proposal
Pre-Proposal Conference

12/2/10



Agenda

- Introduction Of DCS Staff- Lisa Rich, Deputy Director, Programs and Services
- Overview of RFP- Lisa Rich, Deputy Director, Programs and Services
- Demonstration of Electronic Application Submission Process- Jeff Tucker, KidTraks- Project Manager Sr.
- Question and Answer Session- DCS Staff



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1 & 2

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Region
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Question and Answer

- Only answers posted on the Department of Child Services website www.in.gov/dcs/3151.htm will be considered official and valid by the State.
- Additional Questions after the conference regarding the RFP's must be submitted in writing by the deadline of 3 p.m. Eastern Time on 12-9-10. Questions/Inquiries may be submitted via email (dcs.childwelfareplan@dcs.in.gov)
- If time permits there will be a Q&A at the end of this conference but questions should still be submitted in writing via an index card with the name of the RFP indicated on the top right corner and the corresponding service standard if appropriate.



Available RFP's

- Community Based Services- (formerly-IV-B Services)
 - Homebuilders®
 - Community Partners for Child Safety
 - Youth Service Bureaus
 - Project Safe Place
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- The term contracts shall be for a period of 24 months most beginning **July 1, 2011, and ending June 30, 2013, except for Homebuilders which will start April 1, 2011, and end June 30, 2013.** The state may exercise the option to extend contracts for two years.



Summary of Milestones

- Refer to RFP for possible variations, i.e., Homebuilders

Key RFP Dates: Activity	Date
Issue of RFP	12/1/10
Pre-Proposal Conference	12/2/10
Deadline to Submit Written Questions	12/9/10
Answers to Vendor questions posted on DCS website	12/13/10
Submission of Proposals	1/7/11
<p>The following timeline is only an illustration of the RFP process. The dates associated with each step are not to be considered binding. Due to the unpredictable nature of the evaluation period, these dates are commonly subject to change.</p>	
Proposal Evaluation	01/07/11 to 03/31/11
Notification of Awards	4/1/11 to 4/15/11
Preparation of Contracts	04/01/11 to 05/01/11
Contract Signature Process	05/01/11 to 06/30/11
Contract Activation	07/01/11



Community Based Services



Community Based Services Highlighted Changes

- **Medicaid Billing Units for use by Medicaid providers. (MRO/MCO)**
- **MRO services may only be provided by CMHCs**
- **DCS encourages providers to become Medicaid providers to provide Medicaid clinic option services to Medicaid eligible clients.**
- **Non-Medicaid providers will continue to be used for clients without Medicaid coverage and for those services that are not eligible for reimbursement under Medicaid.**



Community Based Services Highlighted Changes

- Supervised Visitation
- Hourly increments (15 minutes)
- Court
- Specialized Services
- Standardized Rates



Community Based Services Service Standards and Funding Sources

- **ADOPTION**

 - Child Preparation -DCS**

 - Family Preparation -DCS**

- **FAMILY CENTERED SERVICES**

 - Home-Based Family Centered Casework Services -DCS/MRO**

 - Home-Based Family Centered Therapy Services -DCS/MRO**

 - Homemaker/Parent Aid -DCS**



Community Based Services Service Standards and Funding Sources

•RESOURCE PARENT SERVICES

Resource Family Support Services-DCS

Support Group Services for Resource Families-DCS

Foster Home Studies / Updates / Relicensing Studies –
DCS

•ADDICTIONS

Drug Testing and Supplies-DCS

Random Drug Testing-DCS

Substance Use Disorder Assessment-DCS/MCO

Detoxification Services-DCS/MCO/MRO

Substance Use Outpatient Treatment -DCS/MCO/MRO

Residential Substance Use Treatment-DCS/Medicaid



Community Based Services Service Standards and Funding Sources

OTHER SERVICES

- **Care Network-DCS/MRO**
- **CHINS Parent Support Services-DCS**
- **Counseling-DCS/MRO/MCO**
- **Cross-System Care Coordination-DCS**
- **Diagnostic and Evaluation Services-DCS/MCO**
 - Clinical Interview and Assessment
 - Psychological Testing
 - Neuropsychological Testing
 - Medication Evaluation
 - Ongoing Medication Monitoring
 - Child Hearsay Evaluations
 - Medications



Community Based Services

Service Standards and Funding Sources

OTHER SERVICES (CONT.)

- Domestic Violence - Batterer Intervention Services-DCS
- Domestic Violence - Survivor and Child Intervention Services-DCS
- Father Engagement Programs-DCS
- Functional Family Therapy-DCS
- Parent Education-DCS
- Parenting / Family Functioning Assessment-DCS
- Quality Assurance for Children in Residential Placement-DCS
- Sex Offender Treatment-DCS/MRO/MCO
- Transition from Restrictive Placement-DCS/MRO/MCO
- Tutoring/Literacy Classes-DCS
- Visitation Facilitation-Parent/Child/Sibling-DCS



Community Based Services Service Standards and Funding Sources

PROBATION SERVICES

- **Day Reporting/Treatment-DCS**
- **Truancy Termination-DCS**



HOMEBUILDERS®

Highlighted Changes

- Services will follow the HOMEBUILDERS® standards, unless otherwise addressed in the DCS Homebuilders service standard
- Teams are defined in the RFP- teams consist of 3-5 workers and one supervisor.
- Direct workers are full time and cannot have mixed caseloads.
- Must have one member who has completed the basic Homebuilder Fundamental training provided by the Institute for Family Development. In addition, the individual must have provided IFPS/IFRS services to families for at least one year.
- All inclusive rate
- Must submit a budget

Team	Team Location (DCS Region)	Number of Direct Workers on the team	Number of Supervisors	Minimum Number of Families to be Served
1	Region 1 Team	3	1	54
2	Regions 2 and 3 Team	5	1	90
	<i>Region 2</i>	<i>1</i>		
	<i>Region 3</i>	<i>4</i>		
3	Region 4 Team	5	1	90
4	Region 5 Team	3	1	54
5	Regions 6 and 7 Team	3	1	54
	<i>Region 6</i>	<i>1</i>		
	<i>Region 7</i>	<i>2</i>		
6	Regions 8, 9 and 13 Team	4	1	72
	<i>Region 8</i>	<i>1</i>		
	<i>Region 9</i>	<i>1.5</i>		
	<i>Region 13</i>	<i>1.5</i>		
7	Region 10 Team 1	5	1	90
8	Region 10 Team 2	4	1	72
9	Regions 11 and 12 Team	4	1	72
	<i>Region 11</i>	<i>2</i>		
	<i>Region 12</i>	<i>2</i>		
10	Regions 14 and 15	3	1	54
	<i>Region 14</i>	<i>2</i>		
	<i>Region 15</i>	<i>1</i>		
11	Region 16	3	1	54
12	Regions 17 and 18	3	1	54
	<i>Region 17</i>	<i>1</i>		
	<i>Region 18</i>	<i>2</i>		
Grand Total		45	12	810



Community Partners Highlighted Changes

- There will be new Regional Budget Allocations
- 2 budgets required: reflecting year 1 and separate budget for year 2
- Collaborative network of community resources within the Region
- Administer Resource Parent Appreciation funds for the Region and collect 7.5%
- 60% of budget is for CPCS services, 40% of budget is for Other Prevention Services
- Subcontracting



Youth Service Bureau Highlighted Changes

Juvenile Delinquency Prevention

- Mentoring
 - Teen Court/Diversion
 - Skills
 - School
 - Recreation
 - Shelter
 - Counseling/Guidance
 - Parent Education
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- Only Youth Service Bureaus are eligible to apply.
 - Submit 1 rate for each service/component selected.



Safe Place Highlighted Changes

- Project Safe Place programs provide outreach, temporary shelter and counseling services for youth, ages ten to seventeen, in crisis situations through a network of Safe Place sites sustained by qualified agencies, trained volunteers and businesses. Sites may be youth friendly businesses, schools, fire stations, libraries, and other appropriate public buildings that display the distinctive yellow and black Safe Place sign.
- Project Safe Place programs must meet national standards and be licensed by National Safe Place.
- SP program 5 components:
 - Crisis Intervention
 - Community Education
 - Volunteer Recruitment and Maintenance
 - Site Recruitment and Maintenance
 - Program Evaluation



Explanation of RFP Attachments

- A-Service Standards
 - B-Unit Rates
 - C-Application- Instructions on how to complete the electronic application
 - D-Provider Narrative
 - E-Service Narrative
 - F-Budget
 - G-Principals of Child Welfare Services
 - H-Assurances
 - I-Sample Contract
 - J-Exhibit 1- Certification of Completion of Required Criminal and Background Checks with in 30 days of Contract Commencement
 - K-Reporting Forms- Monthly Progress Reports
 - L-Proposal Scoring Tool
 - M-Federal Selected Disallowed Expenses
- Attachments may differ per RFP, please refer to the corresponding RFP for a complete list.



Proposal Evaluation

- Step 1- Pass/Fail
 - ✓ Adherence to Mandatory Requirements
 - ✓ Application Pages signed *in blue ink*.
 - ✓ Budget (as stated in RFP)
- Step 2- Total Maximum Points
 - ✓ Provider Narrative Scoring (20 Points Total)
 - ✓ Service Narrative Scoring (80 points Total)



Demonstration of Electronic Application Submission Process

Jeff Tucker- KidTraks, Project Manager Sr.



Closing Remarks

- Q&A
- Thank you!